# Workshop/Tutorial Title

# Format

Specify the duration (half day/full day) and your preferred date (November 4 or November 8, 2019).

# Title

Provide the title of your workshop.

# Main Organizer

Provide complete address/affiliation, phone and email.  
The main organizer will be the primary contact person to whom all correspondence will be sent.

# Co-organizers

Provide complete address/affiliation and email.

# Objectives (max. 600 words)

Describe the objectives of the workshop in detail.

# Topics of interest

Provide a list of topics (keywords) addressed in the workshop/tutorial.

* Topic/Keyword
* Topic/Keyword

# Intended audience (max 300 words)

Describe the targeted audience and explain why your workshop/tutorial would be of interest.

# Expected attendance

Provide an estimate on the expected attendance to your workshop/tutorial. This estimate should (also) be based on the attendance of similar past events (if any).

# Invited Speakers

Provide a list of invited speakers (if applicable) in the format of “name, affiliation”, along with a copy of their commitment letter/email confirming participation in case the workshop/tutorial is approved.

# Relationship to the conference proper

Describe why the material presented in this workshop is not expected to be covered by a regular session in IROS 2019.

# Other workshops

If the proponents/invited speakers are involved in other **workshops** or **tutorials**, please list those here.

# Structure of the event

For workshops: please describe how you will structure the event to encourage open-ended discussion. For tutorials: please describe how the tutorial will exploit the in-person nature of an IROS tutorial.

# Support/Endorsement

Provide any additional material for supporting/endorsing your workshop/tutorial (e.g., a supporting letter by an IEEE RAS Technical Committee, RSJ Committees, etc).

# Program

Provide a (tentative) program for the workshop.

|  |  |  |
| --- | --- | --- |
| **Time** | **Talk** | **Comments** |
| 9:00 - … | Talk 1 |  |
| 11:00 – 11:30 | Coffee break |  |
| 13:30 – 14:30 | Lunch |  |
| 16:30 – 17:00 | Coffee break |  |
| 19:00 | End |  |

# Equipment

Describe any additional requests you may have regarding particular equipment (or other items) to be present in the room. For instance: poster stands (how many, what size), easel and writing pad, whiteboard, and so on.  
**Note that a projector and a screen will be provided by default.**

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*Please submit the filled template as your proposal via PaperPlaza for IROS 2019 by March 15, 2019.*

*Feel free to add any other information at the end that will help us to evaluate your proposal, with a limit of one page on this information.*